

CITY OF CHICOPEE
WATER DEPARTMENT
27 Tremont Street - Chicopee, MA. 01013
(413) 594-3420

BOARD OF WATER COMMISSIONERS

Ronald H. Green Chairman
Mitchell S. Kuzdzal, Clerk
Alfred E. Pinciak

REGULAR MEETING OF THE BOARD OF WATER COMMISSIONERS
THURSDAY, AUGUST 20, 2009
9:30 A.M.

The Adjourned Meeting of the Board of Water Commissioners was held Wednesday August 20 2009.

The meeting was called to order by Commissioner Ronald H. Green, Chairman at 9:30 a.m.

Present: Ronald H. Green, Chairman
 Mitchell S. Kuzdzal, Clerk
 Alfred E. Pinciak, Commissioner
 Alan Starzyk, Acting Water Superintendent
 Lisa Meserve, Principal Clerk
 Timothy Lonczak, Assistant Superintendent/Engineer
 Melvin Brown, City Resident

Bills presented by Alan Starzyk, Acting Superintendent were reviewed and approved.

A motion by Commissioner Alfred E. Pinciak to accept the minutes of July 22, 2009 as amended.
Motion was seconded by Commissioner Mitchell S. Kuzdzal, Clerk. Motion carried unanimously.

Abatelements:

See attached list of abatements.

Payment Agreements for Signature:

Payment agreements were given to Mr. Green for his signature.

Correspondence:

New Water Ordinance Informational Packet:
Assistant Superintendent/Engineer Timothy J. Lonczak submitted a packet of both the old and revised water ordinance for informational purposes. Mr. Starzyk indicated that he would keep them informed as to when a meeting will be set to meet with the City Councilors.

Old Business:

Commissioner Pinciak asked if we could find out what the status Utility Truck # 11 is. Assistant Superintendent/Engineer Timothy J. Lonczak stated that he would look into it.

Commissioner Pinciak asked if we have heard anything new regarding 825 Pendleton Ave? Mr. Lonczak replied “no “.

Commissioner Pinciak asked if we were aware of the water being used across from the new Comp High School? Mr. Lonczak replied “yes” Mr. Simard and Mr. Starzyk discussed a connection.

New Business:

Assistant Superintendent Engineer Timothy J. Lonczak updated the commissioners that we have three city employees who have applied for the Heavy Motor Equipment Operators Position. Mr. Lonczak indicated that we will be conducting interviews with their permission. The three commissioners gave their permission to move forward, with the Cross Connection Control Coordinator Position as well.

Discussion was held regarding the handheld meter training. Assistant Superintendent/Engineer Timothy J. Lonczak indicated that we received confirmation from Mike Grafwallner, Project Coordinator, Orion System Training for Munis and a tentative schedule has been set up for us.

Commissioner Pinciak made a motion to research proposing a fee for hydrant maintenance and installation. With the state mandates the costs have escalated. Mr. Pinciak also indicated that we will look into other surrounding communities. Motion seconded by Commissioner Mitchell S. Kuzdzal, Clerk.

Meeting dates for the month of September are as follows:

September 9, 2009 @ 9:30

September 23, 2009 @ 9:30

Motion to adjourn was made by Commissioner Mitchell S. Kuzdzal, Clerk @ 10:55p.m. and seconded by Commissioner Ronald H. Green. Motion carried unanimously.

BOARD OF WATER COMMISSIONERS

Alfred E. Pinciak, Chairman

Ronald H. Green, Commissioner

Mitchell S. Kuzdzal, Commissioner/Clerk

ABATEMENT/ REFUND REQUEST # 09-08-20-3154

NAME: Valentina Partyka
ADDRESS: 95 Newbury Street
ACCOUNT: 1053-2620
AMOUNT: \$ 1,423.50
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-08-20-3155

NAME: Jon Montemagni
ADDRESS: 53 Belmont Street
ACCOUNT: 3125-1160
AMOUNT: \$ 473.00
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-08-20-3156

NAME: James Ginnetti
ADDRESS: 31-33 White Street
ACCOUNT: 1031-1100
AMOUNT: \$ 473.00
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-08-20-3157

NAME: Lori Fisher
ADDRESS: 2 Huntington Avenue
ACCOUNT: 2123-2420
AMOUNT: \$ 473.00
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-08-20-3158

NAME: Peter Stone
ADDRESS: 76-78 Monroe Street
ACCOUNT: 2125-1380
AMOUNT: \$ 473.00
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-08-20-3159

NAME: Patrick Hebda
ADDRESS: 68 Basil Road
ACCOUNT: 2101-1120
AMOUNT: \$ 473.00
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-08-20-3160

NAME: Joseph Persz
ADDRESS: 42 Gendreau Street
ACCOUNT: 2015-2645
AMOUNT: \$ 555.89
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-08-20-3161

NAME: Mark Zabowski
ADDRESS: 102 Casino Avenue
ACCOUNT: 1093-2320
AMOUNT: \$ 128.71
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-08-20-3162

NAME: Jennifer Graves
ADDRESS: 193 Loomis Drive
ACCOUNT: 2099-0540
AMOUNT: \$ 218.38
REASON: Over Estimated Account

ABATEMENT/ REFUND REQUEST # 09-08-20-3163

NAME: Forest Hills Properties Inc.
ADDRESS: 43 Springfield Street
ACCOUNT: 1041-2260
AMOUNT: \$ 180.00
REASON: Billing Error

ABATEMENT/ REFUND REQUEST # 09-08-20-3164

NAME: James Mooney
ADDRESS: 74 Wallace Avenue
ACCOUNT: 3021-1680
AMOUNT: \$ 85.00
REASON: Outside Register Stuck

ABATEMENT/ REFUND REQUEST # 09-08-20-3165

NAME: Patricia Gibbs
ADDRESS: 27 Grandview Street
ACCOUNT: 1123-0540
AMOUNT: \$ 2.71
REASON: Never Received Last Bill

ABATEMENT/ REFUND REQUEST # 09-08-20-3166

NAME: Henry Germain
ADDRESS: 52 Paul Avenue
ACCOUNT: 3021-2060
AMOUNT: \$ 50.00
REASON: Administrative Fee

A motion was made by Alfred E. Pinciak, Commissioner to grant the Abatement/Refund Request numbers 3154 through 3166. Motion seconded by Ronald H. Green, Chairman/ Commissioner. Motion carried unanimously.

ABATEMENT/ REFUND REQUEST # 09-08-20-3167

NAME: K & D Realty
ADDRESS: 32 Columba Street
ACCOUNT: 2053-0800
AMOUNT: \$ 252.18
REASON: Tenant Left Water Running

ABATEMENT/ REFUND REQUEST # 09-08-20-3168

NAME: Melvin Brown
ADDRESS: 56 Roy Street
ACCOUNT: 1177-1434
AMOUNT: \$ 59.40
REASON: Fee's are in violation of law

A motion was made by Alfred E. Pinciak, Commissioner to deny the Abatement/Refund Request numbers 3167 through 3168. Motion seconded by Ronald H. Green, Chairman/ Commissioner. Motion carried unanimously.

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BOARD OF WATER COMMISSIONERS

Ronald H. Green Chairman
Mitchell S. Kuzdzal, Clerk
Alfred E. Pinciak

ADJOURNED MEETING OF THE BOARD OF WATER COMMISSIONERS
WEDNESDAY, SEPTEMBER 9, 2009
9:30 A.M.

The Regular Meeting of the Board of Water Commissioners was held Wednesday September 9, 2009.

The meeting was called to order by Commissioner Ronald H. Green, Chairman at 9:30 a.m.

Present: Ronald H. Green, Chairman
 Mitchell S. Kuzdzal, Clerk
 Alfred E. Pinciak, Commissioner
 Alan Starzyk, Acting Water Superintendent
 Lisa Meserve, Principal Clerk
 Ken Ritchott, Chief of Staff
 Joe Viamari, Building Inspector

Bills presented by Alan Starzyk, Acting Superintendent were reviewed and approved.

A motion by Commissioner Mitchell S. Kuzdzal, Clerk to accept the minutes of August 20, 2009 as amended. Motion was seconded by Commissioner Alfred E. Pinciak. Motion carried unanimously.

Ken Ritchott, Chief of Staff of the Mayors Office and Joe Viamari, Building Inspector stopped in briefly, grabbed a meeting packet, greeted the Commissioners and Superintendent, and stated that they had another meeting to attend.

Abatelements:

See attached list of abatements.

Update of Overdue Money Collected:

Acting Water Superintendent Starzyk submitted an updated list of all the overdue money collected from Districts 1, 2 & 3 to the Commissioners for informational purposes only.

Soda Ash Purchase Permission (3) Quotes:

Acting Water Superintendent Starzyk submitted three quotes to the commissioners for soda ash, and indicated that Univar, Inc. has come in the lowest. Mr. Starzyk stated that we have purchased from Univar in the past and that we do not need to go out to bid because it is under (\$10,000.00).

Sick Buy Back – Walter F. Ruzala \$ 15,837.69:

The Board of Water Commissioner's at their meeting of September 9, 2009 voted to request a transfer of funds from our unreserved retained earnings account for retroactive payment for sick time buyback to Mr. Walter Ruzala as required under the UFCW Contract.

A motion was made by Commissioner Ronald H. Green, Chairman, to request a transfer of funds in the amount of \$15,837.69 from our unreserved retained earnings account for retroactive payment for sick time buyback to Mr. Walter Ruzala as required by Union Contract. Motion was seconded by Commissioner Alfred E. Pinciak.

Roll Call on the Motion:

Mr. Green Yes

Mr. Kuzdzal Yes

Mr. Pinciak Yes

The vote was three yes and passed.

Correspondence:

Letter from Revoli in Response to our first Letter

Acting Water Superintendent Starzyk submitted a letter he received from Revoli Construction regarding the invoice we billed them for overtime and meter replace services associated with the North Fairview Sewer Replacement Project.

Revised Letter to Revoli Construction

Acting Water Superintendent Starzyk submitted a revised detailed letter as requested by Revoli Construction for their review.

Center Street Update – Bond 2.4 Million

Acting Water Superintendent Starzyk submitted a Summary Sheet he received from Mass Highway regarding Center Street with a total of \$1,6751,145.87 for informational purposes only.

Early Retirement Incentive Update

Acting Water Superintendent Starzyk submitted a printout of this line item for the commissioners to review.

Memorandum Councilor James K. Tillotson, Chairman – Ordinance Mtg

Acting Water Superintendent Starzyk submitted a memorandum he received from James K. Tillotson regarding the ordinance Committee Meeting that was held Tuesday September 8, 2009 @ 6:30 p.m. in the Aldermanic Chambers.

Old Business:

Acting Water Superintendent Starzyk indicated that the Training Process for the Automated Hand Held Units will take place on September 22, 23 and 24.

Mr. Starzyk also informed the Commission that one of our meter readers Mitch Sypek has a health issue and will be out for approximately one month. Therefore we are short one meter reader so Paul Kapinos, Inventory Coordinator volunteered his services temporarily while Peter Rios, Water Systems Maintenance Man is trained as a Meter Reader.

New Business:

Discussion on Cross Connection Coordinator Interview

Discussion was held regarding the position of Cross Connection Control Coordinator. The job position was posted per Union requirements.

Upon the recommendation of the Acting Superintendent, a motion was made by Alfred E. Pinciak, to appoint Timothy Lonczak, to the position of Cross Connection Coordinator based on his qualifications, effective date September 14, 2009. Motion was seconded by Commissioner Mitchell S. Kuzdzal, Clerk. Motion carried unanimously.

Roll Call on the Motion:

Mr. Green Yes

Mr. Kuzdzal Yes

Mr. Pinciak Yes

The vote was three yes and passed.

Discussion on Heavy MEO Positions Interviews

Discussion was held regarding the position of Heavy MEO .The job position was posted per Union requirements.

Upon the recommendation of the Acting Superintendent, a motion was made by Alfred E. Pinciak, to appoint Timothy Labonte, to the position of Heavy MEO based on his qualifications, effective date September 14, 2009 with a six month probationary period. Motion was seconded by Commissioner Mitchell S. Kuzdzal, Clerk. Motion carried unanimously.

Roll Call on the Motion:

Mr. Green Yes

Mr. Kuzdzal Yes

Mr. Pinciak Yes

The vote was three yes and passed.

A lengthy discussion took place between the Commission and the Superintendent involving several issues pertaining to overtime, use of trucks, security for the building. Discussion of posting a Deputy Superintendent Job Position to lessen some of the burden of the Superintendent was also discussed, job reorganization as well. The Commissioner's recommended reviewing the Assistant Superintendent/Engineer Job Posting.

Motion to adjourn was made by Commissioner Mitchell S. Kuzdzal, Clerk at 11:58 p.m. and seconded by Alfred E. Pinciak. Motion carried unanimously.

BOARD OF WATER COMMISSIONERS

Alfred E. Pinciak, Chairman

Ronald H. Green, Commissioner

Mitchell S. Kuzdzal, Commissioner/Clerk

ABATEMENT/ REFUND REQUEST # 09-09-09-3168

NAME: Richard Sladeski
ADDRESS: 30 Hawthorn Street
ACCOUNT: 2047-1920
AMOUNT: \$ 473.00
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-09-09-3169

NAME: Joan Censabella
ADDRESS: 68 Mandalay Road
ACCOUNT: 3023-2400
AMOUNT: \$ 473.00
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-09-09-3170

NAME: 18 Piece Chicopee LLC
ADDRESS: 36 Artisan Street
ACCOUNT: 3171-0630
AMOUNT: \$ 473.00
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-09-09-3171

NAME: Richard Kaufman
ADDRESS: 23 Walter Street
ACCOUNT: 3135-0900
AMOUNT: \$ 473.00
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-09-09-3172

NAME: Edward Zyra
ADDRESS: 12 Wallace Avenue
ACCOUNT: 3021-1880
AMOUNT: \$ 473.00
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-09-09-3173

NAME: Lyne Hayward
ADDRESS: 232 Pendleton Avenue
ACCOUNT: 3117-2465
AMOUNT: \$ 526.96
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-09-09-3174

NAME: Victor & Shirley Anop
ADDRESS: 103 Bridle Path Road
ACCOUNT: 3123-0655-09
AMOUNT: \$ 950.50
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-09-09-3175

NAME: Laflamme Garden Center
ADDRESS: 865 Montgomery Street
ACCOUNT: 3123-0658-01
AMOUNT: \$ 1,080.73
REASON: Over Estimated

ABATEMENT/ REFUND REQUEST # 09-09-09-3176

NAME: Timothy & Laura Theroux
ADDRESS: 306 Bostwick Lane
ACCOUNT: 3037-2745
AMOUNT: \$ 2,595.43
REASON: Over Estimated Account

ABATEMENT/ REFUND REQUEST # 09-09-09-3177

NAME: Hillside Apartments
ADDRESS: 15B New Ludlow Road
ACCOUNT: 3045-1104
AMOUNT: \$ 1,368.09
REASON: Over Estimated Account

ABATEMENT/ REFUND REQUEST # 09-09-09-3178

NAME: Edward Blais
ADDRESS: 54-56 Dickinson Street
ACCOUNT: 2013-0660
AMOUNT: \$ 107.11
REASON: Over Estimated Account

ABATEMENT/ REFUND REQUEST # 09-09-09-3179

NAME: Arlene Rusin
ADDRESS: 89 Mt. Vernon Avenue
ACCOUNT: 3125-0500
AMOUNT: \$ 54.14
REASON: Over Estimated Account

ABATEMENT/ REFUND REQUEST # 09-09-09-3180

NAME: Donald Belanger
ADDRESS: 111 Simonich Circle
ACCOUNT: 1111-2120-22
AMOUNT: \$ 8.10
REASON: Billing Error

ABATEMENT/ REFUND REQUEST # 09-09-09-3181

NAME: Chester Przybylowicz
ADDRESS: 76 Joy Street
ACCOUNT: 1171-1860
AMOUNT: \$ 529.74
REASON: Misread Water Meter

ABATEMENT/ REFUND REQUEST # 09-09-09-3182

NAME: John Olbrych
ADDRESS: 66-68 Orchard Street
ACCOUNT: 1031-1380
AMOUNT: \$ 230.15
REASON: Misread Water Meter

ABATEMENT/ REFUND REQUEST # 09-09-09-3183

NAME: David Moore
ADDRESS: 229 Grove Street
ACCOUNT: 1017-1860
AMOUNT: \$ 353.88
REASON: Outside Register Stuck

ABATEMENT/ REFUND REQUEST # 09-09-09-3184

NAME: Linda Tallman
ADDRESS: 123 Moore Street
ACCOUNT: 1051-0540
AMOUNT: \$ 50.00

REASON: Administrative Fee Refunded

ABATEMENT/ REFUND REQUEST # 09-09-09-3185

NAME: Lourdes Ortiz
ADDRESS: 11-13 Charbonneau Terrace
ACCOUNT: 3131-1560
AMOUNT: \$ 50.00
REASON: Administrative Fee Refunded

ABATEMENT/ REFUND REQUEST # 09-09-09-3186

NAME: Marianne Cosme
ADDRESS: 15 William Street
ACCOUNT: 1013-2120
AMOUNT: \$ 50.00
REASON: Administrative Fee Refunded

A motion was made by Alfred E. Pinciak, Commissioner to grant the Abatement/Refund Request numbers 3168 through 3186. Motion seconded by Mitchell S. Kuzdzal, Clerk/Commissioner. Motion carried unanimously.